Index to 1975 Articles

HOUSEKEEPING ADMINISTRATION

- Employee Turnover: Too Costly In Today's Economy
  Marilyn D. Thomas (Jan., p. 18)
- Effective Time Management
  E. S. Kealy, Jr. (Feb., p. 14)
- Contract Cleaners: An Administrator's-Eye-View
  Earl R. Gilreath (March, p. 17)
- Tales Of A Former Contract Cleaning Employee
  Ernest E. Launsby (March, p. 21)
- Successful Planning & Other Management Skills
  Interview with **Jack Soterakis** (April, p. 26)
- Satisfied With Your Share?—Salary Survey
  (May, p. 25)
- An Intelligent Training Program Starts With Orientation
  Charles E. Steadmon (June, p. 24)
- An Intelligent Training Program Emphasizes Patient Awareness
  William Murphy (June, p. 26)
- An Intelligent Training Program Uses All Available Resources
  Richard Conlin (June, p. 27)
- An Intelligent Training Program Considers Personnel
  John White (June, p. 29)
- Public Relations Now For The Future
  Marilyn D. Thomas (July, p. 17)
- Inventory Shrinkage: A Growing Security Problem
  C. W. Thompson (July, p. 22)
- A Security Blueprint For The Executive Housekeeper
  Edward C. Pedziwiatr (July, p. 27)
- The Housekeeper And The Budget: Holding The Line
  Don Hinderleider (August, p. 13)
- Purchasing The Product . . . Not The "Pitch"
  Thomas S. McCallie (Sept., p. 27)
- Hospital Response To A Union Push
  Marilyn Farley (Oct., p. 13)
- The Union Attitude: Cooperative Or Militant?
  (Oct., p. 14)
- Pre-Election Pointers
  Richard W. Laner (Oct., p. 18)
- Your New Job: Off To A Good Start
  Michael O. Tierney (Part I: Nov., p. 15; Part II: Dec., p. 15)

HOUSEKEEPING TECHNIQUES

- Beautiful Floors Reflect Quality Management
  J. Owen Flynn (Jan., p. 23)
- Seeking The Best Floor Care Products
  J. M. Wall (Jan., p. 26)
- The Complexities of Commercial Carpeting
  Louis A. Ehrcke (April, p. 15)
- Carpet Care: A Review
  S. C. Toelle (April, p. 19)
- Housekeeping In A Friesen Concept Hospital
  Ervin G. Grant (April, p. 32)
- Water Change: A Key To Total Control
  A. Matt Stokes (April, p. 37)
- Carpeting In Hospitals: Points To Consider
  John M. McLean (Aug., p. 21)

EXECUTIVE MANAGEMENT

- An Executive Gets The Right Things Done
  Marsha Gaspar (Jan., p. 34)
- Delegate Authority: Force Yourself!
  Gene P. Parnell (Feb., p. 17)
- Twenty Steps Toward Getting Your Instructions Across More Effectively
  Thelma L. Fair (March, p. 43)
- A Quantitative Measure Of Housekeeping Performance
  Earl R. Church (June, p. 34)
- A Maid-Of-The-Month Incentive Plan
  Norman Harris (June, p. 35)
- Customizing Your Training Program
  Dennis E. Landry (July, p. 35)
- Employee Morale: Is It Time For A Booster?
  Sidney E. Pittman (Aug. p. 41)
- How Carol Burnett Reduced Odors At Willowbrook Development Center
  Anthony Fontaino (October, p. 32)

PSYCHOLOGY APPLIED

- Dealing With Frustration: Yours And Theirs
  Dr. Mortimer Feinberg (Feb., p. 35)
- As Recession Takes Its Toll
  Dr. Mortimer Feinberg (March, p. 53)
- Using Conflict Creatively
  Dr. Mortimer Feinberg (April, p. 43)
- Keeping Your Mind Open To Life-Long Education
  From **"The Personal Success Report"** (May, p. 37)
- Propping Up Falling Productivity
  Dr. Mortimer Feinberg (July, p. 53)
- PDQ: Your Pressure-Distraction Quotient
  Dr. Mortimer Feinberg (Sept., p. 61)
- Labor Relations In A Non-Union Setting
  Joseph B. Havens (Oct., p. 27)
- How To Win Acceptance Of Change
  Dr. Mortimer Feinberg (Dec., p. 27)

LINENS AND LAUNDRY

- Controlling And Conserving Linen
  Oline Jaehning (Jan., p. 32)
- The Making Of A Successful Co-op Linen Service
  Noel L. Cooperider (March, p. 29)
- Cost And Sanitation Control In A Hospital Laundry
  Wayne D. Heneger (April, p. 47)
- Why Uniforms?
  Fritz Field (May, p. 13)
- Extending Uniform Life
  Mary Chew (May, p. 15)
- Disposables/Reuseables: An On-Going Controversy
  Nathan Belkin (May, p. 19)
- Patching And Mending (Require Less Spending)
  Norman H. McLeod (May, p. 45)
- Uniform Handling And Control
  Irving Stern (May, p. 16)
- Color-Coded Linens Keep Waste And Pilferage In Check
  Robert Latimer (June, p. 41)
- Record Keeping: Vital To Good Management
  Bill Winchester (Aug., p. 32)
- Commercial Laundries: An Opinion
  Matthew A. Lambrech (Sept., p. 69)
- Textiles Today
  Norrine Bennett (Nov., p. 25)
- What's Your Basic Bed Make-Up?
  Carl Shusterman (Nov., p. 35)
- Bed Pads
  Carl Shusterman (Nov., p. 36)

THE ENVIRONMENT

- Waste Management And The Impending Crisis
  Thomas F. Williams (Feb., p. 19)
- A Case For Compaction
  Darriel R. Rempel (Feb., p. 21)
- A Case For Pneumatic Conveying Systems
  (Feb., p. 30)
- What You Shoud Know About Infection Control
  Virginia Kelly (June, p. 13)
- Minimizing Cross-Infection In Problem Areas
  Lexie LaValley (June, p. 15)
- Good Riddance to Roaches, Rats And Other Undesirables
  Max Lewis (June, p. 18)
- Infectious Waste: Can We Afford To Be Careless?
  Walter D. Young (July, p. 44)
- Environmental Sampling
  Guenther Gosch (Dec., p. 33)

INTERIOR DESIGN

- Interior Refurbishing: Holding The Line
  Mary Ann Rapp (Aug., p. 16)
- Maintaining And Replacing Upholstery
  Rosalie Hinderleider (Aug., p. 19)
- Ways With Windows
  Ann Allred (Aug., p. 25)
- Special Effects With Fabrics
  Mary Louise Schum (Nov., p. 30)

PERSONALITY SPOTLIGHT

- Bernice Rossman: Keeping A Gracious Retirement Home "Homey"
  Peggy Weiser (Jan., p. 15)
- Ben Witsell: Bold Leadership Maintains "Grand Tradition" Of MGM Grand Hotel
  Robert Latimer (Feb., p. 10)
- Thomas McGoldrick: How A Contract Service Did a Great Job—And How We're Doing It Better
  (March, p. 11)
- Lexie LaValley: Four Buildings Pose Enjoyable Challenge To One Executive Housekeeper
  (April, p. 11)
- Margaret Wells: Housekeeping Diversities At A Retirement Center
  Ann Galt (May, p. 10)
- Edward O. Watson, Jr. Finds Satisfaction In Pennsylvania Nursing Home
  (June, p. 10)
- King Rogers: Housekeeping In A Merchandising Showplace (July, p. 12)
- Lucy Clark: The Rewards Of Teamwork
  (Aug., p. 9)
- Jack E. Boner: Coping With Crisis—The Strike
  (Oct., p. 9)
- Mitchell & Duff: Hospital Housekeeping Inside And Out
  Noel L. Cooperider (Nov., p. 11)